



Illinois Department of Transportation Response Handbook for Incidents, Disasters and Emergencies (R.H.I.D.E.)



Designed For IDOT Personnel

- **Biological**
- **Nuclear (Radiological)**
- **Incendiary**
- **Chemical**
- **Explosive**

- **Bridge Accident/Threat**
- **Civil Disturbance**
- **Crime**
- **Earth Quake**
- **Evacuation**
- **Fire**
- **Flood**
- **Severe Weather**
- **Power Failure**
- **Roadway Accidents**

January 2004

Table of Contents

INTRODUCTION	1
COMMUNICATIONS	3
DEFINING TERRORISM	4
CHEMICAL, BIOLOGICAL, OR RADIOLOGICAL EVENT.....	6
ACCIDENT / PHYSICAL DISASTER, ETC.....	8
BIOLOGICAL ACCIDENT / THREAT.....	9
BRIDGE ACCIDENT/ THREAT	11
BOMB / EXPLOSIVE.....	12
CHEMICAL EMERGENCY PROCEDURES.....	14
CIVIL DISTURBANCE	17
CRIME	18
EARTHQUAKE PROCEDURES.....	19
EVACUATION (FACILITY/SITE)	20
FIRE EMERGENCY PROCEDURES.....	21
FLOOD / SEVERE WEATHER EMERGENCY.....	22
ILLNESS OR SERIOUS INJURY.....	23
POWER FAILURE	24
NUCLEAR (RADIOLOGICAL)	25
IDOT REPORTING PROCESS (REQUIRED)	27
MAPS.....	29
INCIDENT COMMAND SYSTEM (ICS) ORGANIZATION	32
GLOSSARY	34
REFERENCES	37
INDEX.....	38

Introduction

This Illinois Department of Transportation (IDOT) Response Handbook for Incidents, Disasters and Emergencies (R.H.I.D.E.) is intended to provide critical information, which is found throughout IDOT plans and manuals. R.H.I.D.E. is designed for all personnel within IDOT involved in reacting to events, which are manmade (including terrorism) and natural events. R.H.I.D.E. is intended to supplement and augment existing emergency plans, policies and procedures. Specific attention is given to “immediate actions” and enabling IDOT personnel to react to the situation or suspected situation as it occurs. Your personal safety is of primary concern when evaluating and taking action.

Other response documents that will coincide and be utilized in conjunction with this document are as follows:

- Duty Officers Manual – Station One
- IDOT Emergency Operations Plan
- Crisis Communications Manual
- District Emergency Operations Supplement Documents
- Illinois Emergency Operations Plan (IEOP)
- Illinois Plan for Radiological Incidents (IPRA)
- Chemical Stockpile Emergency Preparedness Plan (CSEPP)
- IDOT/ISP Joint Operational Policy Statement

BASICS

Your Responsibility:	Observe Report Stand By
Observe From:	Up Hill Up Wind A Safe Distance
Report:	911 1-217-782-2937 Life Threatening / Suspicious Activity IDOT Operational / District Headquarters
Stand By:	Update 911 and Station One of any changes during the event. Confirm Station One Has Been Notified Wait for Further Direction From District Office.

Do not enter area if you feel it might endanger your health or safety!

Preparation, response communications and observable indicators are included to aid in the assessment of defined events.

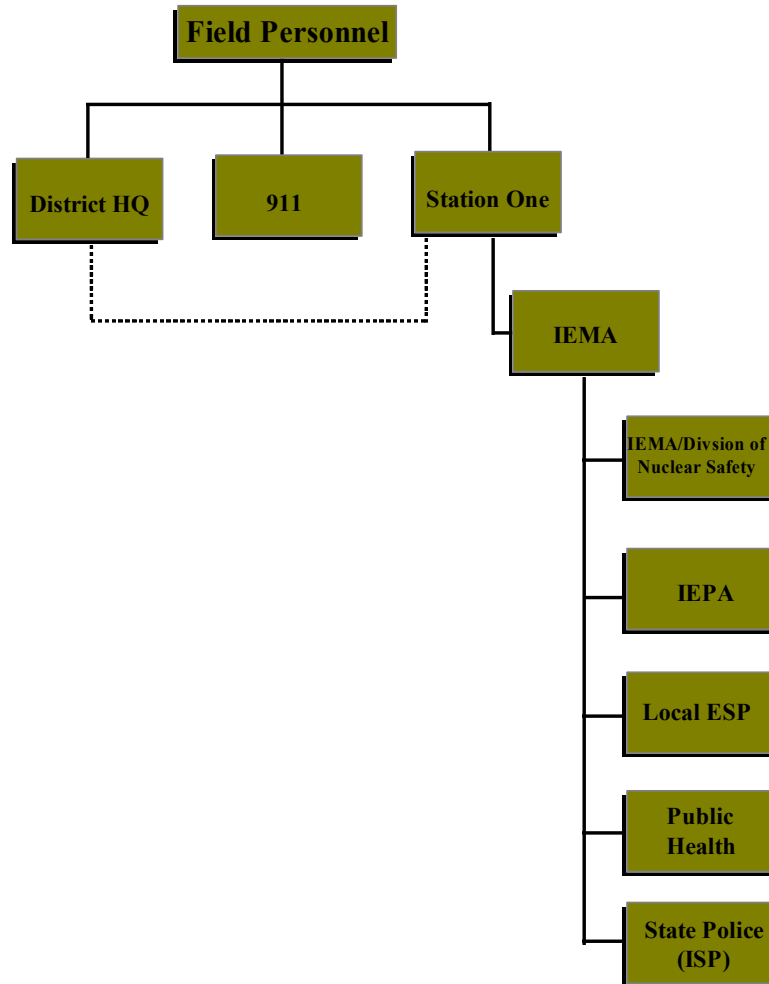
If an incident is life-threatening call 911, then call the District Office and Station One (217-782-2937) immediately afterward.

If the incident affects IDOT operational or mission safety, call the District Office and Station One (217-782-2937) immediately afterward.

A glossary of terms and a list of additional reference materials are included.

Communications

Communications Flow Diagram:



It should be stressed that any information pertaining to an emergency or disaster should be reported immediately via 911 and Station One. Station One should be kept continually aware of the status of the emergency.

Defining Terrorism

WHAT IS TERRORISM?

The Federal Bureau of Investigation states that: “Terrorism is the unlawful use of force against persons or property to intimidate or coerce a government, the civilian population, or any segment thereof, in the furtherance of political or social objectives.”

In comparison Title 22 of the United States Code, Section 2656f(d) defines terrorism as “...premeditated, politically motivated violence perpetrated against noncombatant targets by sub-national groups or clandestine agents, usually intended to influence an audience.”

These definitions incorporate four common and important elements:

- Terrorist activities are illegal. This is an important concept to remember. Persons accused of committing terrorist acts are arrested and prosecuted under existing criminal statutes. Suspects accused of terrorist acts are provided access to legal counsel and normal judicial procedure, including Fifth Amendment rights and a trial by judge and jury.
- Terrorism involves the use of force. Traditionally terrorist methods have involved bombings, killings, hijackings and other forms of violent activity. The emerging threat of cyberterrorism will certainly impact the strict interpretation of this definition.
- Terrorism is used to intimidate or coerce. Terrorists have an agenda or purpose and they have chosen to promote their cause through the application of fear.
- Acts of terrorism are conducted to further political or social objectives.
- The Federal Bureau of Investigation further describes terrorism as either domestic or international. These distinctions are based on the origin, base and objectives of the terrorist organization involved. Further definitions of these two types of terrorism are:
 - Domestic terrorism involves groups or individuals who are based and operate entirely within the United States and Puerto Rico. They do not receive foreign direction and their acts are directed at elements of the U.S. Government or population.
 - International Terrorism is the unlawful use of force or violence committed by a group or individual having some connection to a foreign power or whose activities transcend national boundaries.

Terrorist Goals:Immediate Goals:

- Obtain worldwide, national, or local recognition *for the cause*.
- Create fear to further the cause or achieve the objective.
- Cause government reaction, overreaction, and repression leading to immediate public dissension.
- Harass, weaken, or embarrass government, military, or other security forces.
- Show a government's inability to protect its citizens and lack of power.
- Obtain money or equipment.
- Disrupt or destroy means of mobility or communications.
- Demonstrate power or threat credibility.
- Prevent or delay executive decisions or legislation.
- Cause strikes or work slowdowns.
- Discourage impending foreign investments or foreign government assistance programs.
- Influence elections.
- Free prisoners.
- Satisfy vengeance.

Long-Range Goals:

- Cause dramatic changes in government, i.e. revolution, civil war, or war between nations.
- Turn the tide favorably for their side during guerrilla warfare.
- Influence local, national, or international policy decision-making.
- Gain political recognition as the legal body representing an ethnic or national group.

Dealing With Terrorism

There are two primary methods of dealing with terrorism: mitigation (prevention) and response. A terrorist incident is a criminal event and many current anti-crime measures can be used to prevent or deter a terrorist attack. The primary difference between a criminal and terrorist event is the potential for greater indiscriminate loss of life and property damage. The aftermath of a terrorist attack more closely resembles response to a natural disaster. The primary difference being that in addition to a potential disaster site there is also a crime scene where evidence must be collected and identified.

Chemical, Biological, or Radiological Event

Overview of Events

What Is the Difference?

Chemical, biological, and radiological material as well as industrial agents can be dispersed in the air we breathe, the water we drink, or on surfaces we physically contact. Dispersion methods may be as simple as placing a container in a heavily used area, opening a container, using conventional (garden)/commercial spray devices, or as elaborate as detonating an improvised explosive device.

Chemical incidents are characterized by the rapid onset of medical symptoms (minutes to hours) and easily observed signatures (colored residue, dead foliage, pungent odor, and dead insect and animal life).

In the case of a biological incident, the onset of symptoms requires days to weeks and there typically will be no characteristic symptoms. Because of the delayed onset of symptoms in a biological incident, the area affected may be greater due to the migration of infected individuals.

In the case of a radiological incident, the onset of symptoms requires days to weeks and there typically will be no characteristic signatures. Radiological materials are not recognizable by the senses, and are colorless and odorless.

Specialized equipment is required to determine the size of the effected area and if the level of radioactivity presents an immediate or long-term health hazard. Because of the delayed onset of symptoms in a radiological incident, the affected area may be greater due to the migration of contaminated individuals.

The following sections contain indicators of chemical/biological/radiological material release and key information to relay to responding organizations. In attempting to collect this information ***your personal safety is your primary concern.***

The Approach

When approaching a scene that may involve chemical, biological, or radiological materials the most critical consideration is the safety of oneself and other responders. Be cognizant that the presence and identification of hazardous agents may not be immediately verifiable, especially in the case of biological and radiological agents. The following actions/measures to be considered by all responding to an event, especially first responders are applicable to either a chemical, biological, or radiological incident. The guidance is general in nature, not all encompassing, and its applicability should be evaluated on a case-by-case basis by the first responders.

Actions To Be Considered:

- ❖ Biological – Page 9
- ❖ Nuclear (Radiological) – Page 25
- ❖ Incendiary – Page 21
- ❖ Chemical – Page 14
- ❖ Explosive – Page 12

- ❖ Bridge Accident/Threat – Page 11
- ❖ Civil Disturbance – Page 17
- ❖ Crime – Page 18
- ❖ Earthquake – Page 19
- ❖ Evacuation – Page 20
- ❖ Fire – Page 21
- ❖ Flood – Page 22
- ❖ Illness/Serious Injury – Page 23
- ❖ Severe Weather – Page 22
- ❖ Power Failure – Page 24
- ❖ Roadway Accidents – Page 8

Decontamination Measures:

Decontaminate when directed by the appropriate authority.

1. Once clear of the suspected contaminated area:
 - a. Move to decontamination area.
 - b. Remove all apparel, such as clothes, shoes, gloves, hats, and leave them outside of the decontamination area.
2. Proceed to a shower and thoroughly wash your body with soap and water. This needs to be accomplished within minutes. Simply flushing water over the body is not enough. You need to gently rinse your skin with tepid water and irrigate your eyes with water.
 - a. In the case of biological, this is often sufficient to avert contact infection. If available, for suspected biological and chemical contamination the contaminated areas should then be washed with one part household bleach such as Clorox, and 10 parts water. Do not let this solution contact your eyes.
3. If a biological or chemical contamination is suspected, for decontamination of fabric clothing or equipment, use undiluted household bleach. A contact time of 30 minutes should be allowed before discarding or further use.

ACCIDENT / PHYSICAL DISASTER, ETC.

1. In the event that an accident occurs on or near your location, notify 911 if it is a life-threatening event. If the event may impair IDOT safe highway or facility operations notify your District Office and call Station One at (217) 782-2937 immediately.
2. Provide
 - A. Your name
 - B. Location
 - C. Telephone number
 - D. Describe the nature of the accident for the dispatcher. Remain at this location until a district supervisor arrives or directed by Station One or District Supervisor.
3. Advise if the nature of the accident requires an ambulance, fire truck or police.
4. If there are possible injuries associated with the accident, properly trained and qualified personnel may provide First Aid and CPR. Voluntary rendering of First Aid and CPR is for individual discretion.
5. Keep people away from the danger zone as much as possible.
6. 911, Site, Facility or Station One personnel will initiate the proper notification procedure for contacting appropriate personnel when an accident occurs on or near campus.
7. An IDOT Duty Officer will respond with the appropriate authorities to evaluate the situation.
8. Look for and report down power lines, natural gas lines and leaks, roadway obstructions.

WARNING: If there is a gas leak, do not use cell phones, radio's, vehicles or any other electronics.

Call Information	
Police, Fire Company, Ambulance	911
Operational Issues and Notification of Other Events	1-217-782-2937 /District Headquarters

Refer to Evacuation Procedures on Page 20 if necessary.

BIOLOGICAL ACCIDENT / THREAT

1. In the immediate area:
 - A. Close doors
 - B. Move inside a vehicle
 - C. Shut off ventilation as much as possible
 1. In vehicles, use “recycle ventilation” if heating or cooling system is necessary.
 2. Buildings shut off all ventilation until notified by Emergency authority and Health Department.
2. Call 911
3. Call Station One (1-217-782-2937) Immediately
 - A. [Report Available Information](#)
 - B. Station One will call IEMA.
4. Notify your supervisor
5. Continue normal daily activity within your working area trying to limit movement and drink water.
6. Make notes on the last 5 days
 - A. Where you have been
 - B. What you have eaten
 - C. Who you have been in contact with
 - D. When you noticed signs or symptoms
 - E. Any unusual activities or effects to yourself or others
7. Be prepared to relocate to a designated staging area or remain in the area for an extended period of time as determined by your supervisor.

Familiarize yourself with the locations of

- Ventilation control systems.
- Number of personnel within your work area.
- Biological indicators as described in this handbook
- Chemical indicators as described in this handbook
- Radiological indicators as described in this handbook

NOTE: BIOLOGICAL AGENTS ARE IN GENERAL NOT FAST ACTING. IF PERSONS ARE EXHIBITING SIGNS AND SYMPTOMS THE INFECTION HAS TAKEN PLACE 24-72 HOURS BEFORE. THE BEST COURSE OF ACTION IS NOT TO INFECT OTHER PEOPLE, STAYING WITHIN THE AREA YOU ARE IN UNTIL PUBLIC HEALTH PERSONNEL CAN ASSIST YOU.

Call Information	
Police, Fire Company, Ambulance	911
Operational Issues and Notification of Other Events	1-217-782-2937 /District Headquarters

Refer to Evacuation Procedures on Page 20 if necessary.

Biological Indicators

Unusual numbers, of sick or dying people or animals	Any number of symptoms may occur. As a first responder, strong consideration should be given to calling local hospitals to see if additional causalities with similar symptoms have been observed. Casualties may occur hours to days to weeks after an incident has occurred. The time required before symptoms are observed is dependent on the agent used and the dose received. Additional symptoms likely to occur include unexplained gastrointestinal illnesses and upper respiratory problems similar to flu/colds.
Unscheduled and unusual spray being disseminated	Especially if outdoors during periods of darkness.
Abandoned spray devices	Devices will have no distinct odors.

Placards Associated with Biological Incidents



(Label Only)

Infectious Substances

BRIDGE ACCIDENT/ THREAT

1. In the event the bridge incident is a chemical accident, move uphill, upwind and a safe distance away.
2. In the event that an accident occurs on or near your location, notify 911 if it is a life-threatening event. If the event may impair IDOT safe highway or facility operations notify your District office and call Station One at (217) 782-2937 immediately.
3. Provide
 - A. [Report available information](#)
 - B. Provide your name
 - C. Location (bridge ID and intersection)
 - D. Telephone number
 - E. Nature of accident (i.e. Multi-vehicle, explosion, collapse, abutment damage, visible smoke or fire)
 - F. Fatalities/Injuries
 - G. Visible smoke/fire from chemical
4. Advise if the nature of the accident requires an ambulance, fire truck or police.
5. If there are possible injuries associated with the accident, properly trained and qualified personnel may provide First Aid and CPR. Voluntary rendering of First Aid and CPR is for individual discretion.
6. 911, Site, Facility or Station One personnel will initiate the proper notification procedure for contacting appropriate personnel when an accident occurs on or near a bridge.
7. An IDOT Duty Officer will respond with the appropriate authorities to evaluate the situation.
8. Look for and report down power lines, natural gas lines and leaks, roadway obstructions.

WARNING: If there is a gas leak, do not use cell phones, radio's, vehicles or any other electronics.

Call Information	
Police, Fire Company, Ambulance	911
Operational Issues and Notification of Other Events	1-217-782-2937 /District Headquarters

Refer to Evacuation Procedures on Page 20 if necessary.

BOMB / EXPLOSIVE

Bomb threats usually occur by telephone.

1. Remain calm and attempt to obtain as much information as possible from the caller by using the checklist given on the following page.
2. Call 911 and then Station One at (217) 782-2937 and give your name, location, and telephone number. Inform them of the situation including any information you may have as to the location of the bomb, time it is set to explode, and the time when you received the call.
3. Inform your supervisor and/or department head.
4. If a suspected package or device is found, immediately evacuate the area up to a minimum of 500 feet. Turn off all cell phones, two-way radios, portable radios, blackberries, pagers and all other transmitting devices within a 500' radius. Do not transmit information within this perimeter. Report the incident to the proper authorities after you have evacuated the area. Under no circumstances should you touch, tamper or move the suspicious package or device in any way.
5. If instructed to evacuate:
 - a. Immediately move to the nearest exit.
 - b. Assist disabled persons in exiting the building. If these persons are unable to use the stairs, assist them in exiting the building. Quickly evacuate the building calmly and quietly. Walk, do not run to the nearest exit or stairwell.
 - c. Move to designated assembly points.
 - d. Move a safe distance away from the building (a minimum of 500 feet). If inclement weather conditions exist, you may move to another building a safe distance away.
 - e. Do not reenter the building until instructed that is safe to do so by the proper authority.
6. Account for personnel in your team, work area and assembly location.
7. Report to building/site or District supervisor and Fire/Law enforcement officials.
8. 911 will initiate the proper notification procedure for contacting appropriate personnel when a bomb threat occurs on or near this building, vehicle or assets.
9. Wait until appropriate authorities arrive to evaluate the situation.

Call Information	
Police, Fire Company, Ambulance	911
Operational Issues and Notification of Other Events	1-217-782-2937 /District Headquarters

Refer to Evacuation Procedures on Page 20 if necessary.

BOMB THREAT CALL CHECKLIST**QUESTIONS TO ASK:**

1. When is bomb going to explode? _____
2. Where is it right now? _____
3. What does it look like? _____
4. What kind of bomb is it? _____
5. What will cause it to explode? _____
6. Did you place the bomb? _____
7. Why? _____
8. What is your address? _____
9. What is your name? _____

CALLER'S VOICE:

___ Calm	___ Laughing	___ Lisp	___ Disguised
___ Angry	___ Crying	___ Raspy	___ Accent
___ Excited	___ Normal	___ Deep	___ Familiar
___ Slow	___ Distinct	___ Ragged	___ Rapid
___ Slurred	___ Clearing Throat	___ Soft	___ Nasal
___ Loud	___ Stutter	___ Deep Breathing	___ Cracking Voice

If the voice sounds familiar, who did it sound like? _____

BACKGROUND SOUNDS

___ Clear	___ Street Noises	___ House noises	___ Office Machinery
___ Static	___ Animal Noises	___ Long distance	___ Factory Machinery
___ Local	___ PA System	___ Echo	___ Booth
___ Voices	___ Music	___ Motor	___ Other

LANGUAGE OF THREAT:

___ Well spoken (educated)	___ Foul	___ Incoherent	___ Taped
___ Irrational	___ Message read by threat maker		

10. Report call immediately to the Department of Public Safety

11. Fill out completely, immediately after bomb threat

DATE: _____ PHONE: _____

NAME: _____ POSITION: _____

Note: Do Not Hang Up So That Call Can Be Traced.

CHEMICAL EMERGENCY PROCEDURES

A typical chemical emergency may include flammable, toxic, corrosive, oxygen, or cryogenic incidents.

1. Indoor Incident

- A. Confine the fumes or fire by shutting the room door.
- B. If possible, extinguish all flames and ignition sources (cell phone, radio).
- C. Activate the fire alarm pull-station or predetermined alarm system in order to alert everyone in the building/site to evacuate and to summon the Fire Department.
- D. Move to designated assembly points.
- E. Evacuate to a safe area at least 500 feet away from the building. Do not return to the building until instructed that it is safe to do so by the appropriate authority.
- F. Account for personnel in your team, work area and assembly location.
- G. Call 911 and provide your name, department, location, and nature of the emergency. If possible, try to identify the type of material for the dispatcher.
- H. Call Station One at (217) 782-2937.

2. Outdoor Incident

- A. Move your vehicle, sightseers, and traffic uphill, upwind and away from wrecked vehicles and any spills that may have occurred.
- B. Call 911 and then District Headquarters and Station One and [Report Information](#).
- C. If you have no radio, send someone to the nearest telephone and have him or her Call 911 and then District Headquarters or Station One and [Report Information](#). The local district Illinois State Police (ISP) should be notified. ISP has primary responsibility for hazardous materials safety on state highways.
- D. Look for placards on all vehicles. [Reference placard](#).
- E. Report the kind of placard and any numbers printed on it. All IDOT vehicles have a booklet entitled "North American Emergency Response Guidebook". This booklet may be referred to for further information regarding identification of hazardous materials and potential danger.
- F. Coordinate with the driver, if you can, and report the contents of the shipping papers to 911, district supervisor and Station One.
- G. Once emergency personnel, (police, fire, ambulance, Hazardous Materials Specialists, etc.) are on the scene, stand by to give assistance.
- H. Violations of the Hazardous Materials Regulations are identified in conjunction with the incident; the Division of Traffic Safety will seek to prosecute the violator.

They recommend that, in addition to the above steps, you should try to write down; if possible, all your observations about the incident since you may be called to testify. NOTE: ISP will assume responsibility for notifying the appropriate local, state, and federal authorities of all hazardous materials emergencies that require such notification.

WARNING: If there is a gas leak, do not use cell phones, radio's, vehicles or any other electronics.

Call Information	
Police, Fire Company, Ambulance	911
Operational Issues and Notification of Other Events	1-217-782-2937 /District Headquarters

Refer to Evacuation Procedures on Page 20 if necessary.

Chemical Indicators

Dead animals/birds/fish	Not just an occasional roadkill, but numerous animals (wild and domestic, small and large), birds and fish in the same area.
Lack of insect life	If normal insect activity (ground, air, and/or water) is missing, then check the ground/water surface/shore line for dead insects. If near water, check for dead fish/aquatic birds.
Physical Symptoms	Numerous individuals experiencing unexplained water-like blisters, wheals (like bee stings), pinpointed pupils, choking, respiratory ailments and/or rashes.
Mass casualties	Numerous individuals exhibiting unexplained serious health problems ranging from nausea to disorientation to difficulty in breathing to convulsions to death.
Definite pattern of casualties	Casualties distributed in a pattern that may be associated with possible agent dissemination methods.
Illness associated with confined geographic area	Lower attack rates for people working indoors versus outdoors, or outdoors versus indoors.
Unusual liquid droplets	Numerous surfaces exhibit oily droplets/film; numerous water surfaces have an oily film. (No recent rain.)
Areas that look different in appearance	Not just a patch of dead weeds, but trees, shrubs, bushes, food crops, and/or lawns that are dead, discolored, or withered. (No current drought.)
Unexplained odors	Smells may range from fruity to flowery to sharp/pungent to garlic/horseradish-like to bitter almonds/peach kernels to new mown hay. It is important to note that the particular odor is completely out of character with its surroundings.
Low-lying clouds	Low-lying cloud/fog-like condition that is not explained by its surroundings.
Unusual metal debris	Unexplained bomb/munitions-like material, especially if it contains a liquid. (No recent rain.)

Placards Associated With Chemical Incidents



Figure 1 Gases-Toxic and/or Corrosive



Figure 2 Substances-Toxic (Non-Combustible)



Figure 3 Substances-Toxic (Combustible)

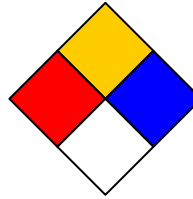


Figure 4 Fire Diamond

CIVIL DISTURBANCE

Most demonstrations such as marches, meetings, picketing and rallies are peaceful and non-obstructive. A demonstration should not be disrupted unless one or more of the following conditions exists. If so, notify the appropriate Law Enforcement Officials:

- Interference with the normal operations which includes placement of buildings and structures on highway property.
- Prevention of access to an office, building, work site or other IDOT facility.
- Threat of physical harm to persons or damage to IDOT facilities.
- Disorderly conduct which disturbs the facility or motoring public.

If any of these conditions exist, 911, District Headquarters and Station One should be notified at (217) 782-2937 and they will be responsible for contacting and informing the appropriate IDOT authorities who include the Duty Officer who will contact necessary authorities. IDOT staff should closely monitor a civil disturbance and report traffic disruptions to the appropriate police authority immediately. Depending on the nature of the demonstration, the appropriate procedures listed below should be followed:

PEACEFUL, NON-OBSTRUCTIVE DEMONSTRATIONS

Generally, demonstrations of this kind should not be interrupted. Demonstrations should not be obstructed and efforts should be made to conduct IDOT business as normally as possible.

- a. If demonstrators are asked to leave but refuse to leave by regular facility closing time:
- b. Arrangements will be made by District Headquarters and Station One to monitor the situation during non-business hours, or
- c. Determination will be made to treat the violation of regular closing hours as a disruptive demonstration.

NONVIOLENT, DISRUPTIVE DEMONSTRATIONS

In the event that a demonstration blocks access to facilities or interferes with the operations

- a. Demonstrators will be asked to terminate the disruptive activity by Law Enforcement Officials.
- b. Key IDOT personnel and leaders will be asked by Law Enforcement Officials who will go the area and encourage the demonstrators to desist.
- c. Efforts should be made to secure positive identification of demonstrators violating a specific IDOT, local or state regulation, to facilitate later testimony, including photographs, if deemed advisable by Law Enforcement Officials.

VIOLENT, DISRUPTIVE, DEMONSTRATIONS

- a. In the event that a violent demonstration, in which injury to persons or property occurs or appears imminent, 911, Legal Law Enforcement, District Headquarters and Station One will be notified.
- b. Station One will contact the appropriate IDOT personnel.

Call Information	
Police, Fire Company, Ambulance	911
Operational Issues and Notification of Other Events	1-217-782-2937 /District Headquarters

Refer to Evacuation Procedures on Page 20 if necessary.

CRIME

1. In the event that you observe a crime in progress, believe a crime may be in progress, or are the victim of a crime, contact 911 immediately. Report suspicious persons or activities.
2. Notify District Headquarters and Station One at (217) 782-2937. Give your name, location, and department. Advise them of the situation, and remain where you are until contacted by an officer.
3. Do not attempt to apprehend or interfere with the criminal except in cases of self-protection.
4. If safe to do so, take time to make a written record to include description of the suspect as well as height, weight, sex, color, approximate age, clothing, method and direction of travel, and the person's name, if known. If the suspect is entering a vehicle, note the license number, make and model, color, and outstanding characteristics.
5. Protect the crime scene; items, which may have been handled by the perpetrator, may bear fingerprints and should not be touched. Do not clean or disturb the area. In case of a serious crime, the room or area where the crime occurred should be sealed off immediately. Do not allow anyone to enter the area until Law Enforcement Officials have secured and examined the area.

Call Information	
Police, Fire Company, Ambulance	911
Operational Issues and Notification of Other Events	1-217-782-2937 /District Headquarters

Refer to Evacuation Procedures on Page 20 if necessary.

EARTHQUAKE PROCEDURES

1. Outside

- a. Move yourself, sightseers, and traffic away from effected area, trees, buildings, electrical poles, gas lines and wires until tremors subside.
- b. Protect your head with your arms from falling brick, glass, plaster and other debris
- c. Move upwind, uphill and a safe distance from smoke and fire.
- d. Call 911 if there is life threatening injuries
- e. Report to District Headquarters or Station One with available details ([initial report](#)).
- f. Follow the procedures outlined in the Earthquake Response Plan.

2. Inside

- a. Duck under the nearest sturdy object and hold on until tremors subside (if not near sturdy object, doorway, bracing against frame.) Watch out for swinging doors and other people. Avoid windows, filing cabinets, bookcases and other heavy objects that can fall or break.
- b. Stay under cover until the tremors subside.
- c. Evacuate Building
 - When an evacuation recommendation has been given, do not use the elevator. Stop all equipment immediately.
 - Immediately move to the nearest exit.
 - Assist disabled persons in exiting the building. If these persons are unable to use the stairs, assist them in exiting the building. Quickly evacuate the building calmly and quietly. Walk, do not run to the nearest exit or stairwell.
 - Move to designated assembly points.
 - Account for personnel in your team, work area and assembly location.
 - Report to building/site or District supervisor and Fire/Law enforcement officials.
 - Evacuate to a distance of at least 500 feet from the building/site and out of the way of emergency personnel. Do not return to the building until instructed to do so by Fire/Law enforcement officials.
- d. Account for personnel.
- e. Report to District Headquarters Officials or Station One with available details.
- f. If there are injuries, properly trained and qualified personnel may provide First Aid and CPR. Voluntary rendering of First Aid and CPR is for individual discretion.
- g. Follow the procedures outlined in the Earthquake Response Plan.

Call Information	
Police, Fire Company, Ambulance	911
Operational Issues and Notification of Other Events	1-217-782-2937 /District Headquarters

Refer to Evacuation Procedures on Page 20 if necessary.

EVACUATION (FACILITY/SITE)

1. When an evacuation instruction has been given, do not use the elevator. Stop all equipment immediately.
2. Immediately move to the nearest exit.
3. Assist disabled persons in exiting the building. If these persons are unable to use the stairs, assist them in exiting the building. Quickly evacuate the building calmly and quietly. Walk, do not run to the nearest exit or stairwell.
4. Move to designated assembly points.
 - a. Move a safe distance away from the building (a minimum of 500 feet). If inclement weather conditions exist, you may move to another building a safe distance away.
 - b. Do not reenter the building until instructed that is safe to do so by the proper authority.
5. Account for personnel in your team, work area and assembly location.
6. Report to building/site or District supervisor and Fire/Law enforcement officials.
7. 911 will initiate the proper notification procedure for contacting appropriate personnel when a bomb threat occurs on or near the building, vehicle or assets.
8. Wait until appropriate authorities arrive to evaluate the situation.

Call Information	
Police, Fire Company, Ambulance	911
Operational Issues and Notification of Other Events	1-217-782-2937 /District Headquarters

FIRE EMERGENCY PROCEDURES

If you smell smoke, gas or see fire, remain calm and take the following action immediately and without question, delay may be fatal.

1. Activate the fire alarm pull-station or predetermined alarm system in order to alert everyone in the building/site to evacuate and to summon the Fire Department.
2. Instruct anyone in the immediate area to evacuate, turn off all heavy equipment, and close all possible doors to the room where the fire is located.
3. Immediately move to the nearest exit. Leave the building; close all doors on your way out but **do not use elevators.**
4. From a safe location, call (911) and give the exact location of the fire indicating:
 - A. Address
 - B. Building
 - C. Floor and Room number
 - D. Other relevant information. Do not hang up until the operator confirms and hangs up first.
5. If the fire is small, you or someone nearby may attempt to extinguish it if familiar with auxiliary fire-fighting-apparatus operation. (Instructions are generally on the apparatus i.e. fire extinguisher or fire hose.)
6. Assist disabled persons in exiting the building. If these persons are unable to use the stairs, assist them in exiting the building. Quickly evacuate the building calmly and quietly. Walk, do not run to the nearest exit or stairwell.
7. Move to designated assembly points.
8. Account for personnel in your team, work area and assembly location.
9. Report to building/site or District Headquarters Official and Fire/Law enforcement.
10. Evacuate to a distance of at least 500 feet from the building/site and out of the way of emergency personnel. Do not let anyone turn back or re-enter for any reason until given permission.
11. Stay clear of the building.

Familiarize yourself with the locations of:

- Fire alarm pull stations
- Auxiliary fire fighting apparatus
- Building exits, should the main exit be blocked or involved in fire - use other available exits.
- Exit doors and emergency exits in your work area should be inspected, opened and closed daily.
- Snow and other obstructions shall not be allowed to accumulate in and must be cleared from exit routes, hallways and stairwells.

WARNING: Tampering with a local fire alarm system, detectors or any fire fighting equipment is a criminal offence subject to a heavy fine, imprisonment or both.

Call Information	
Police, Fire Company, Ambulance	911
Operational Issues and Notification of Other Events	1-217-782-2937 /District Headquarters

Refer to Evacuation Procedures on Page 20 if necessary.

FLOOD / SEVERE WEATHER EMERGENCY

1. Move yourself, sightseers, and traffic away from effected area, trees, buildings, electrical poles and wires.
2. Stay out of the area. Do not enter until notified that electrical power has been turned off. There is an extreme danger of electrical shock if the water has contacted any electrical devices.
3. Move to designated assembly points.
4. Account for personnel in your team, work area and assembly location.
5. Call 911 if there is immediate danger to life or immediate health.
6. Call District Headquarters and Station One at (217) 782-2937. Describe the nature of the problem.
7. Provide traffic control at all entrances to the flooded area to prevent entry by unauthorized personnel until further notice from authorized personnel.
8. The local officials will initiate the appropriate announcements concerning the emergency flood warning and the instructions for preparation and/or evacuation when and if necessary.
9. In the event of an actual disaster emergency declared by IEMA or local County or the State of Illinois, and upon request IDOT will determine whether it will be possible or feasible to make the assets available as a mass care or administration centers. Such a determination will be dependent on the nature and scope of the disaster emergency, whether IDOT personnel are in facility at the time of the emergency, and whether facilities are available elsewhere sufficient to meet emergency service needs.

Call Information	
Police, Fire Company, Ambulance	911
Operational Issues and Notification of Other Events	1-217-782-2937 /District Headquarters

Refer to Evacuation Procedures on Page 20 if necessary.

ILLNESS OR SERIOUS INJURY

1. Do not move a seriously injured person unless it is a life-threatening situation.
2. If properly trained and qualified, provide First Aid and CPR. Voluntary rendering of First Aid and CPR is for individual discretion.
3. Have someone call 911.
4. Survey the area the area for electrical, gas or hazardous materials.
5. Keep him/her as calm and comfortable as possible. Do not move the victim unless necessary to prevent further injury.
6. Remain with the victim until qualified personnel or an ambulance arrives. Advise the officials on the scene of the nature of the illness or injury.
7. Call District Headquarters and Station One at (217) 782-2937 immediately afterward, giving your name, location, building and telephone number. Give as much information as possible regarding the nature of the injury or illness, whether or not the victim is conscious, etc. Advise of the injury, if possible, and if the person requires an ambulance. You should notify your supervisor immediately afterwards.

Call Information	
Police, Fire Company, Ambulance	911
Operational Issues and Notification of Other Events	1-217-782-2937 /District Headquarters

Refer to Evacuation Procedures on Page 20 if necessary.

POWER FAILURE

1. Remain Calm.
2. Evacuate the building if necessary.
3. Set all equipment and appliance switches to the OFF position.
4. Report all persons trapped in elevators to 911.
5. Move to designated assembly points.
6. Account for personnel in your team, work area and assembly location.
7. Notify District Headquarters and Station One at (217) 782-2937.

Brownout

During periods of very heavy power usage, the area utility company may have to reduce voltage. This is commonly called a "**BROWNOUT**" and may occur during periods of high air conditioner usage. In the event of a brownout, the following steps should be taken.

1. Turn off all lights and equipment not necessary for safe operation.
2. Turn off all window air conditioners. Central air conditioning may have to be shut down. However, general ventilation will be maintained in centrally air-conditioned buildings at diminished levels.
3. Identify equipment, which may be sensitive to low voltage, and take positive steps to prevent its damage.
4. Report all persons trapped in elevators to 911.
5. Move to designated assembly points.
6. Evacuate the building if necessary.
7. Account for personnel in your team, work area and assembly location.
8. Call Station One at (217) 782-2937.

Call Information	
Police, Fire Company, Ambulance	911
Operational Issues and Notification of Other Events	1-217-782-2937 /District Headquarters

Refer to Evacuation Procedures on Page 20 if necessary.

NUCLEAR (Radiological)

The IEMA - Division of Nuclear Safety has primary responsibility in cases of radiological incidents. After the IEMA - Division of Nuclear Safety Environmental Monitoring Team is on the scene, they will be in charge.

REPORT THE INCIDENT IMMEDIATELY! If during working hours, contact District Headquarters via two-way radio; if not, contact Station One. Stations One will contact Illinois Emergency Management Agency (**IEMA**) who will, in turn, contact the Illinois State Police (**ISP**) and the IEMA- Division of Nuclear Safety.

- Assume the area is contaminated if there is a leak or any apparent damage to a container.
- Provide traffic control at all entrances to the affected area to prevent entry by unauthorized personnel until further notice from authorized personnel.
- Each Highway District has two or more **Dosimetry** Control Officers (**DCO's**) who may be called on for assistance and advice.
- The Illinois Plan for Radiological Accidents (**IPRA**), the IPRA plan for each facility includes the following information:
 - general planning to cover the necessary immediate action as a result of any nuclear accident;
 - site-specific planning to protect citizens living near nuclear plants;
 - a concept of operations so that the plan can be effectively carried out;
 - an effective allocation of resources and personnel; and, responsibilities of the various State and local agencies, utility companies, etc.

RADIOLOGICAL PROTECTION

When it is determined that it is necessary for vehicles to be routed around areas where radiological contamination exists, a road-use permit will be required. The officer issuing the road permit will insure that:

- All travelers are advised of the hazardous conditions.
- Signs depicting a minimum safe speed are erected at frequent intervals.

Call Information	
Police, Fire Company, Ambulance	911
Operational Issues and Notification of Other Events	1-217-782-2937 /District Headquarters

Refer to Evacuation Procedures on Page 20 if necessary.

Radiological Indicators

Unusual numbers, of sick or dying people or animals	Strong consideration should be given to calling local hospitals to see if additional casualties with similar symptoms have been observed. Casualties may occur hours to days or weeks after an incident has occurred. The time required before symptoms are observed is dependent on the radioactive material used and the dose received. Additional symptoms include skin reddening and, in severe cases, vomiting.
Unusual metal debris	Unexplained bomb/munitions-like material.
Radiation Symbols	Containers may display a radiation symbol.
Heat Emitting Material	Material that seems to emit heat without any sign of an external heating source.
Glowing material/particles	If the material is strongly radioactive, then it may emit a radio luminescence.

Placards Associated with Radiological Incidents



Radioactive Materials

IDOT REPORTING PROCESS (REQUIRED)

LOCATION:	Where are you <u>exactly</u> ?
EVENT:	What <u>caused</u> the event?
CASAULTIES:	Are there any confirmed <u>deaths/injuries</u> ? If so, how many?
ACCESS:	Can the location be <u>accessed</u> by emergency responders? If so, how?
DAMAGES:	What <u>damages</u> do you see?
ACTIONS:	What <u>actions</u> are being taken at the scene?

This information is to be reported to your headquarters **as soon as possible** after you arrive at the scene of the event. It is designed to give a **quick** and **accurate** report of what **you** are actually observing. All reports will be forwarded to the **Station One (217-782-2937)** for use in coordinating the State's response. Continue to monitor the event and make follow up reports using the Follow Up Report Form.

P.O.#0545-7.5-printed by Authority of State of Illinois
IEMA Form IL 588-0204

Follow Up Report Form

1. Caller's name and phone number: _____
2. Date and time of incident: _____
3. Estimated time spent in the suspected area: _____
4. Distance from the point of impact or incident: _____
5. Reason for report:

<input type="checkbox"/> Unusual liquid droplets	<input type="checkbox"/> People dying
<input type="checkbox"/> People becoming sick	<input type="checkbox"/> Unusual odors
<input type="checkbox"/> Cloud	<input type="checkbox"/> Dead, discolored vegetation
<input type="checkbox"/> Dead/dying/sick birds, animals	<input type="checkbox"/> Other _____
6. Incident location:

Street address: _____

City: _____

State: _____
7. Terrain description:

<input type="checkbox"/> Flat	<input type="checkbox"/> Desert	<input type="checkbox"/> Sparse trees	<input type="checkbox"/> Shore
<input type="checkbox"/> Hills	<input type="checkbox"/> Urban	<input type="checkbox"/> Jungle	<input type="checkbox"/> River
<input type="checkbox"/> Mountains	<input type="checkbox"/> Suburban	<input type="checkbox"/> Forest	<input type="checkbox"/> Other _____
8. Weather:

<input type="checkbox"/> Clear	<input type="checkbox"/> Rainy	<input type="checkbox"/> Snowy	<input type="checkbox"/> Dusty
<input type="checkbox"/> Cloudy	<input type="checkbox"/> Foggy	<input type="checkbox"/> Misty	<input type="checkbox"/> Mild breeze
<input type="checkbox"/> Windy	<input type="checkbox"/> Other _____		
9. Temperature:

<input type="checkbox"/> Hot	<input type="checkbox"/> Warm	<input type="checkbox"/> Cool	<input type="checkbox"/> Cold
------------------------------	-------------------------------	-------------------------------	-------------------------------

Estimated temperature °F: _____
10. Odor:

<input type="checkbox"/> None	<input type="checkbox"/> Irritating	<input type="checkbox"/> Garlic/horseradish	<input type="checkbox"/> Changing
<input type="checkbox"/> Sweet	<input type="checkbox"/> Pepper	<input type="checkbox"/> Almond/peach	<input type="checkbox"/> Forest
<input type="checkbox"/> Fruity	<input type="checkbox"/> Flower	<input type="checkbox"/> New mown hay	<input type="checkbox"/> Rotten eggs
<input type="checkbox"/> Other _____			

Time of onset: _____
11. Visible emission:

<input type="checkbox"/> Smoke	<input type="checkbox"/> Mist	<input type="checkbox"/> None
--------------------------------	-------------------------------	-------------------------------
12. Unexplained symptoms:

<input type="checkbox"/> None	<input type="checkbox"/> Tightness in chest	<input type="checkbox"/> Stinging of skin
<input type="checkbox"/> Dizziness	<input type="checkbox"/> Blurred vision	<input type="checkbox"/> Reddening of skin
<input type="checkbox"/> Runny nose	<input type="checkbox"/> Fever	<input type="checkbox"/> Welts/blisters on skin
<input type="checkbox"/> Choking	<input type="checkbox"/> Difficulty breathing	<input type="checkbox"/> Nausea and vomiting
<input type="checkbox"/> Cough	<input type="checkbox"/> Diarrhea	<input type="checkbox"/> Headaches
<input type="checkbox"/> Other _____		

Time of onset: _____
13. Explosion:

<input type="checkbox"/> None	<input type="checkbox"/> Air	<input type="checkbox"/> Ground	<input type="checkbox"/> Structure	<input type="checkbox"/> Underground
-------------------------------	------------------------------	---------------------------------	------------------------------------	--------------------------------------

Describe location: _____

Describe device:

<input type="checkbox"/> Military munitions	<input type="checkbox"/> Improvised device
<input type="checkbox"/> Other _____	<input type="checkbox"/> None
14. Name and phone number of person or organization to call: _____

IDOT Local District or Station One (217) 782-2937
IL Emergency Management Agency 1-800-782-7860

ILLINOIS DEPARTMENT OF TRANSPORTATION DISTRICT BOUNDARIES WITH OFFICE LOCATION

DISTRICT ENGINEERS

DISTRICT 1

J. P. KOS
201 WEST CENTER COURT
SCHAUMBURG, ILLINOIS 60196-1096
PHONE: 847/705-4000
CONTACT JUDY BURRUS 847/705-4326
FOR EXEMPTION APPLICATION QUESTIONS

DISTRICT 2

G. L. MOUNTS
819 DEPOT AVENUE
DIXON, ILLINOIS 61021-3546
PHONE: 815/284-2271
CONTACT PAUL BAY 815/284-5372
FOR EXEMPTION APPLICATION QUESTIONS

DISTRICT 3

D. M. O'KEEFE
700 EAST NORRIS DRIVE - P. O. BOX 697
OTTAWA, ILLINOIS 61350-0697
PHONE: 815/434-6131
CONTACT DAVE MUMPHER 815/434-8463
FOR EXEMPTION APPLICATION QUESTIONS

DISTRICT 4

J. E. CROWE
401 MAIN STREET
PEORIA, ILLINOIS 61602-1111
PHONE: 309/671-3333
CONTACT LARRY CRISWELL 309/671-3234
FOR EXEMPTION APPLICATION QUESTIONS

DISTRICT 5

D. L. CLARK
ROUTE 133 WEST - P. O. BOX 610
PARIS, ILLINOIS 61944-0610
PHONE: 217/465-4181
CONTACT PHIL O'BRYAN 217/465-4181
FOR EXEMPTION APPLICATION QUESTIONS

DISTRICT 6

C. M. REED
126 EAST ASH STREET
SPRINGFIELD, ILLINOIS 62704-4766
PHONE: 217/782-7301
CONTACT PATRICIA LARSON 217/782-2063
FOR EXEMPTION APPLICATION QUESTIONS

DISTRICT 7

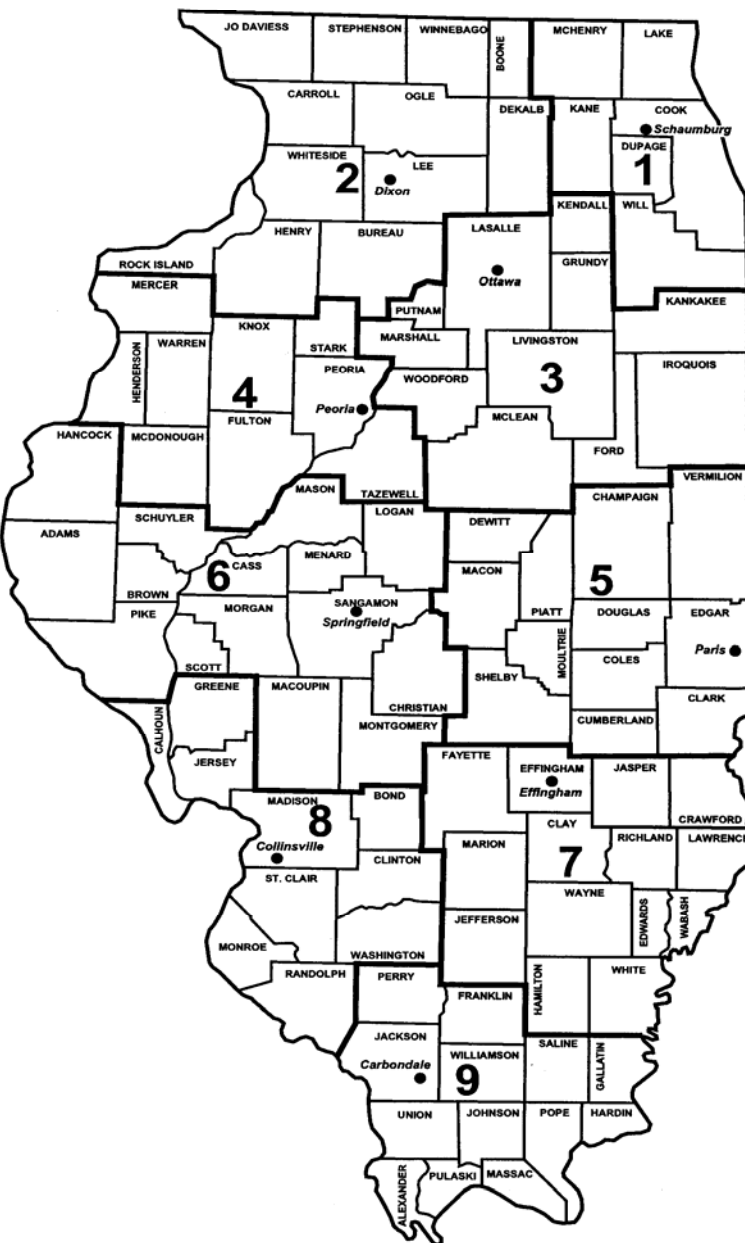
S. E. GRABSKI
400 WEST WABASH
EFFINGHAM, ILLINOIS 62401-2699
PHONE: 217/342-3951
CONTACT DEAN WETHERALL 217/342-3951
FOR EXEMPTION APPLICATION QUESTIONS

DISTRICT 8

M. C. LAMIE
1102 EASTPORT PLAZA DRIVE
COLLINSVILLE, ILLINOIS 62234-6198
PHONE: 618/346-3100
CONTACT IVAN KOHLMEIER 618/346-3134
FOR EXEMPTION APPLICATION QUESTIONS

DISTRICT 9

T. A. ZERRUSEN
STATE TRANSPORTATION BUILDING
CARBONDALE, ILLINOIS 62903-0100
PHONE: 618/549-2171
CONTACT DOUG KEIM 618/549-2171
FOR EXEMPTION APPLICATION QUESTIONS



July 2003



Illinois Emergency Management Agency

Rod R. Blagojevich, Governor William C. Burke, Director

CENTRAL OFFICE

William C. Burke, Director
110 East Adams Street
Springfield, Illinois 62701-1109
217/782-2700

MANAGER, REGIONAL OFFICES

Cristy Donaldson
110 East Adams Street
Springfield, Illinois 62701-1109
217/557-7244

REGION TWO OFFICE

Joseph W. Grove, Regional Coordinator
100 North Peoria Avenue
Dixon, Illinois 61021-2027
815/288-1455

REGION THREE OFFICE

Paul Rasch, Jr., Regional Coordinator
1015 North LaSalle Street
Ottawa, Illinois 61350-2018
815/433-3297

REGION FOUR OFFICE

Ronald B. Carlson, Regional Coordinator
9511 West Harrison Street
Des Plaines, Illinois 60016-1563
847/294-4717

REGION SIX OFFICE

Russ Steil, Regional Coordinator
110 East Adams Street
Springfield, Illinois 62701-1109
217/782-0922

REGION SEVEN OFFICE

Daniel T. Smith, Regional Coordinator
201 West Springfield Avenue, Suite 206
Champaign, Illinois 61820-4834
217/352-0163

REGION EIGHT OFFICE

Stanley W. Krushas, Regional Coordinator
2105 Vandalia, Suite 6A
Collinsville, Illinois 62234-4859
618/344-1024

REGION NINE OFFICE

Steve Simms, Regional Coordinator
112 West Sixth Street, P.O. Box 680
Flora, Illinois 62839-1401
618/662-4474

REGION ELEVEN OFFICE

Gary L. Poshard, Regional Coordinator
State Regional Office Building
2309 West Main Street, Suite 110
Marion, Illinois 62959-1196
618/997-5847

REGIONAL OFFICES

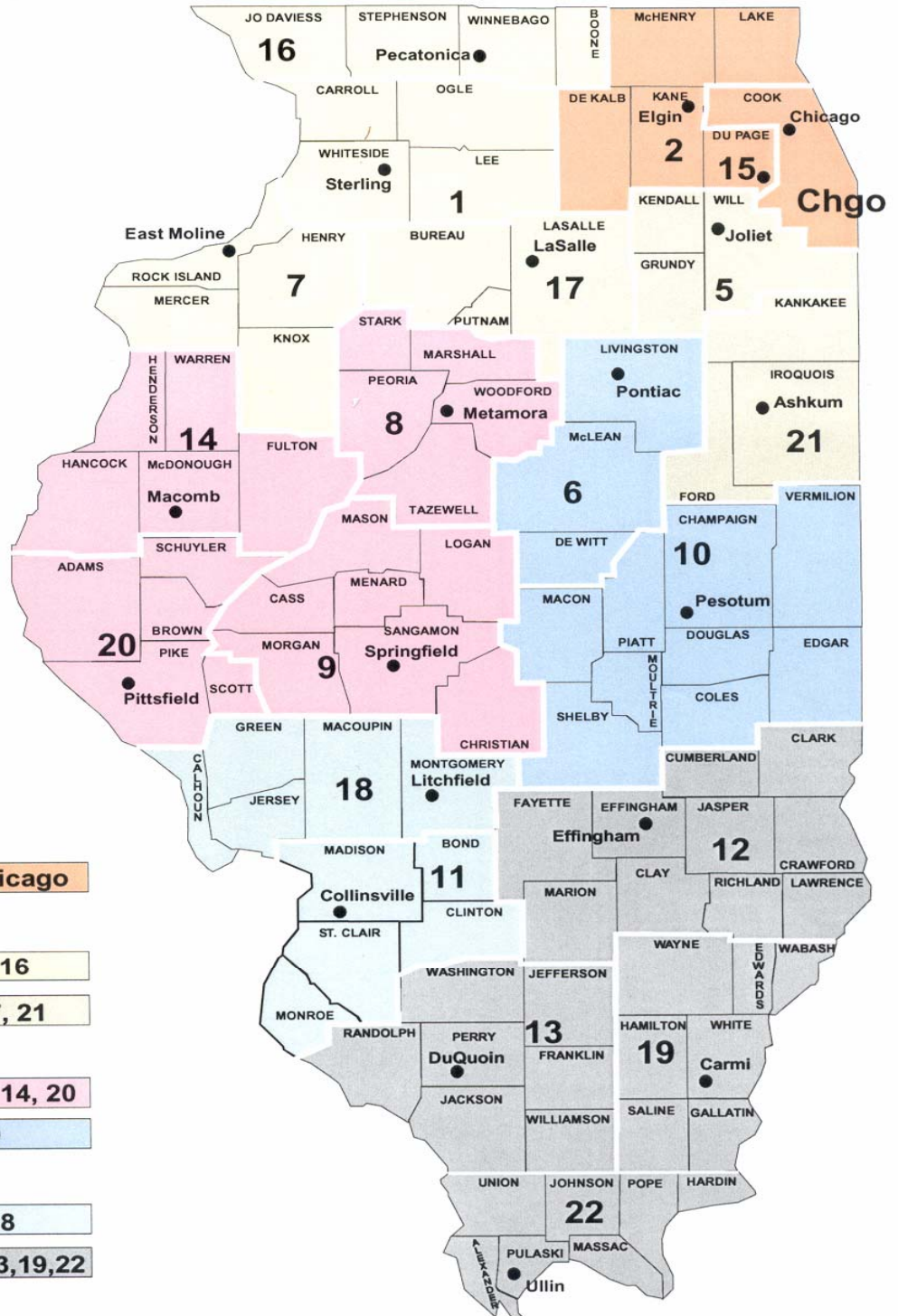


Printed by the Authority of the State of Illinois on Recycled Paper

JULY, 2003



Illinois State Police



Region I

Zone 1 - District 2, Chicago

Region II

Zone 2 - Districts 1, 7, 16

Zone 3 - Districts 5, 17, 21

Region III

Zone 4 - Districts 8, 9, 14, 20

Zone 5 - Districts 6, 10

Region IV

Zone 6 - Districts 11, 18

Zone 7 - Districts 12, 13, 19, 22

Incident Command System (ICS) Organization

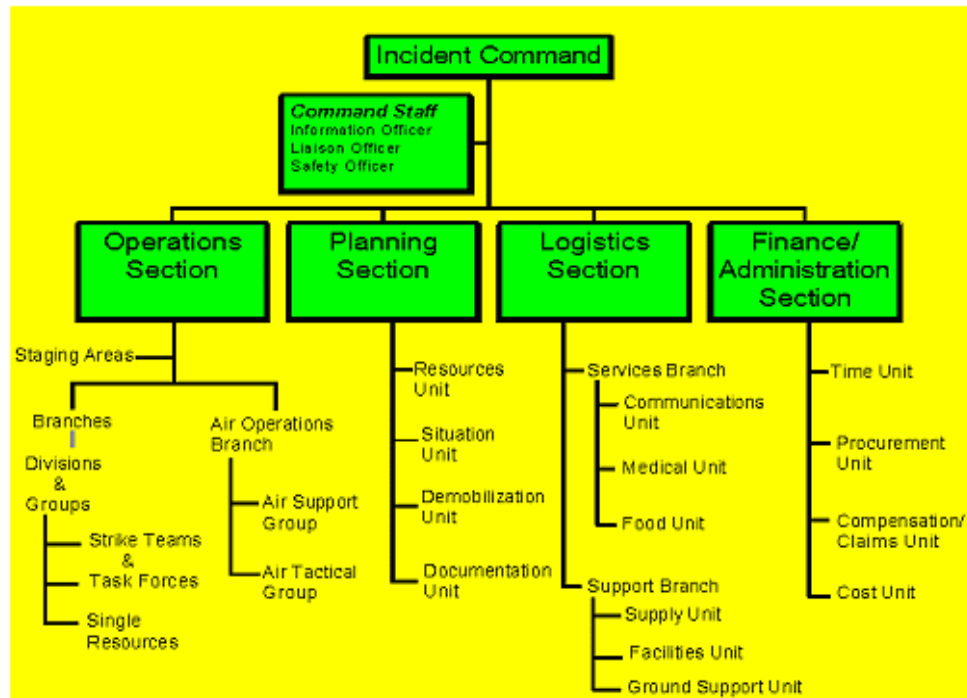
Every incident or event has certain major management activities or actions that must be performed. Even if the event is small, and only one or two people are involved, these activities will still always apply to some degree.

The organization of the Incident Command System is built around five major management activities. They are:

<p>COMMAND Sets objectives and priorities Has overall responsibility at the incident or event</p>
<p>OPERATIONS Conducts tactical operations to carry out the plan Develops the tactical objectives Organization Directs all resources</p>
<p>PLANNING Develops the action plan to accomplish the objectives Collects and evaluates information Maintains resource status</p>
<p>LOGISTICS Provides support to meet incident needs Provides resources and all other services needed to support the incident</p>
<p>FINANCE/ADMINISTRATION Monitors costs related to incident Provides accounting Procurement Time recording Cost analyses</p>

These five major management activities are the foundation upon which the ICS organization develops. They apply whether you are handling a routine emergency, organizing for a major event, or managing a major response to a disaster.

On small incidents, these major activities may be managed by fewer personnel. Large incidents usually require that they be set up as separate Sections within the organization as shown below.



Each of the primary ICS Sections may be sub-divided as needed. The ICS organization has the capability to expand or contract to meet the needs of the incident.

A basic ICS operating guideline is that the person at the top of the organization is responsible until the authority is delegated to another person. Thus, on smaller situations where additional persons are not required, the Incident Commander will directly manage all aspects of the incident organization.

Glossary

ACETYLCHOLINESTERASE	An enzyme that hydrolyzes the neurotransmitter acetylcholine. The action of this enzyme is inhibited by nerve agents.
AEROSOL	Fine liquid or solid particles suspended in a gas; for example, fog or smoke.
AEROSOL	Fine liquid or solid particles suspended in a gas; for example, fog or smoke.
ANTIBIOTIC	A substance that inhibits the growth of or kills microorganisms.
ANTISERA	The liquid part of blood containing antibodies that react against disease causing agents such as those used in Biological Warfare.
ATROPINE	A compound used as an antidote for nerve agents.
BACTERIA	Single-celled organisms that multiply by cell division and that can cause disease in humans, plants, or animals.
BIOCHEMICALS	The chemicals that make up or are produced by living things.
BIOLOGICAL WARFARE	The intentional use of biological agents as weapons to kill or injure humans, animals, or plants, or to damage equipment.
BIOLOGICAL WARFARE AGENTS	Living organisms or the materials derived from them that cause disease in or harm to humans, animals, or plants, or cause deterioration of material. Biological agents may be used as liquid droplets, aerosols, or dry powders.
BIOREGULATORS	Biochemicals that regulate bodily functions. Bioregulators that are produced by the body are termed "endogenous." Some of these same bioregulators can be chemically synthesized.
BLISTER AGENTS	Substances that cause blistering of the skin. Exposure is through liquid or vapor contact with any exposed tissue (eyes, skin, lungs).
BLOOD AGENTS	Substances that injure a person by interfering with cell respiration (the exchange of oxygen and carbon dioxide between blood and tissues).
CASUALTY (TOXIC) AGENTS	Produce incapacitation, serious injury, or death. They can be used to incapacitate or kill victims. These agents are the choking, blister, nerve, and blood agents.
CAUSATIVE AGENT	The organism or toxin that is responsible for causing a specific disease or harmful effect.

CENTRAL NERVOUS SYSTEM DEPRESSANTS	Compounds that have the predominant effect of depressing or blocking the activity of the central nervous system. The primary mental effects include the disruption of the ability to think, sedation, and lack of motivation.
CENTRAL NERVOUS SYSTEM STIMULANTS	Compounds that have the predominant effect of flooding the brain with too much information. The primary mental effect is loss of concentration, causing indecisiveness and the inability to act in a sustained, purposeful manner.
CHEMICAL AGENT	A chemical substance that is intended for use in military operations to kill, seriously injure, or incapacitate people through its physiological effects. Excluded from consideration are riot control agents, and smoke and flame materials. The agent may appear as a vapor, aerosol, or liquid; it can be either a casualty/toxic agent or an incapacitating agent.
CHOKING AGENTS	Substances that cause physical injury to the lungs. Exposure is through inhalation. In extreme cases, membranes swell and lungs become filled with liquid. Death results from lack of oxygen; hence, the victim is "choked" .
CONTAGIOUS	Capable of being transmitted from one person to another.
CULTURE	A population of microorganisms grown in a medium.
CUTANEOUS	Pertaining to the skin.
DECONTAMINATION	The process of making any person, object, or area safe by absorbing, destroying, neutralizing, making harmless, or removing the hazardous material.
DECONTAMINATION	The process of making people, objects, or areas safe by absorbing, destroying, neutralizing, making harmless, or removing the hazardous material.
FUNGI	Any of a group of plants mainly characterized by the absence of chlorophyll, the green colored compound found in other plants. Fungi range from microscopic single-celled plants (such as molds and mildews) to large plants (such as mushrooms).
G-SERIES NERVE AGENTS	Chemical agents of moderate to high toxicity developed in the 1930s. Examples are tabun (GA), sarin (GB), soman (GD), and GF.
HOST	An animal or plant that harbors or nourishes another organism.
INCAPACITATING AGENT	Agents that produce physical or psychological effects, or both, that may persist for hours or days after exposure, rendering victims incapable of performing normal physical and mental tasks.
INCAPACITATING AGENTS	Produce temporary physiological and/or mental effects via action on the central nervous system. Effects may persist for hours or days, but victims usually do not require medical treatment. However, such treatment speeds recovery.

INDUSTRIAL AGENTS	Chemicals developed or manufactured for use in industrial operations or research by industry, government, or academia. These chemicals are not primarily manufactured for the specific purpose of producing human casualties or rendering equipment, facilities, or areas dangerous for use by man. Hydrogen cyanide, cyanogen chloride, phosgene, chloropicrin and many herbicides and pesticides are industrial chemicals that also can be chemical agents.
INFECTIOUS AGENTS INFECTIVITY	Biological agents capable of causing disease in a susceptible host. (1) The ability of an organism to spread. (2) The number of organisms required to cause an infection to secondary hosts. (3) The capability of an organism to spread out from the site of infection and cause disease in the host organism. Infectivity also can be viewed as the number of organisms required to cause an infection.
LINE-SOURCE DELIVERY SYSTEM	A delivery system in which the biological agent is dispersed from a moving ground or air vehicle in a line perpendicular to the direction of the prevailing wind. (See also "point-source delivery system. ")
LIQUID AGENT	A chemical agent that appears to be an oily film or droplets. The color ranges from clear to brownish amber.
MICROORGANISM	Any organism, such as bacteria, viruses, and some fungi, that can be seen only with a microscope.
MYCOTOXIN	A toxin produced by fungi.
NEBULIZER	A device for producing a fine spray or aerosol.
NERVE AGENTS	Substances that interfere with the central nervous system. Exposure is primarily through contact with the liquid (skin and eyes) and secondarily through inhalation of the vapor. Three distinct symptoms associated with nerve agents are: pinpoint pupils, an extreme headache, and severe tightness in the chest.
NONPERSISTENT AGENT	An agent that upon release loses its ability to cause casualties after 10 to 15 minutes. It has a high evaporation rate and is lighter than air and will disperse rapidly. It is considered to be a short-term hazard. However, in small-unventilated areas, the agent will be more persistent.
ORGANISM	Any individual living thing, whether animal or plant.
ORGANOPHOSPHOROUS COMPOUND	A compound, containing the elements phosphorus and carbon, whose physiological effects include inhibition of acetylcholinesterase. Many pesticides (malathione and parathion) and virtually all nerve agents are organophosphorous compounds.
PARASITE	Any organism that lives in or on another organism without providing benefit in return.
PATHOGEN	Any organism (usually living) capable of producing serious disease or death, such as bacteria, fungi, and viruses.
PATHOGENIC AGENTS	Biological agents capable of causing serious disease.

PERCUTANEOUS AGENT	Able to be absorbed by the body through the skin.
PERSISTENT AGENT	An agent that upon release retains its casualty-producing effects for an extended period of time, usually anywhere from 30 minutes to several days. A persistent agent usually has a low evaporation rate and its vapor is heavier than air. Therefore, its vapor cloud tends to hug the ground. It is considered to be a long-term hazard. Although inhalation hazards are still a concern, extreme caution should be taken to avoid skin contact as well.
POINT-SOURCE DELIVERY SYSTEM	A delivery system in which the biological agent is dispersed from a stationary position. This delivery method results in coverage over a smaller area than with the line-source system. (See also "line-source delivery system.")
PROTECTION	Any means by which an individual protects his body. Measures include masks, self-contained breathing apparatuses, clothing, structures such as buildings, and vehicles.
ROUTE OF EXPOSURE (ENTRY) SINGLE-CELL PROTEIN	The path by which a person comes into contact with an agent or organism; for example, through breathing, digestion, or skin contact. Protein-rich material obtained from cultured algae, fungi, protein and bacteria, and often used as food or animal feed.
SPORE	A reproductive form some microorganisms can take to become resistant to environmental conditions, such as extreme heat or cold, while in a "resting stage."
TEAR (RIOT CONTROL) AGENTS	Produce irritating or disabling effects that rapidly disappear within minutes after exposure ceases.
TOXICITY	A measure of the harmful effect produced by a given amount of a toxin on a living organism. The relative toxicity of an agent can be expressed in milligrams of toxin needed per kilogram of body weight to kill experimental animals.
TOXINS	Poisonous substances produced by living organisms.
VACCINE	A preparation of killed or weakened microorganism products used to artificially induce immunity against a disease.
VAPOR AGENT	A gaseous form of a chemical agent. If heavier than air, the cloud will be close to the ground. If lighter than air, the cloud will rise and disperse more quickly.
VECTOR	An agent, such as an insect or rat, capable of transferring a pathogen from one organism to another.
VENOM	A poison produced in the glands of some animals; for example, snakes, scorpions, or bees.
VIRUS	An infectious microorganism that exists as a particle rather than as a complete cell. Particle sizes range from 20 to 400 nanometers (one-billionth of a meter). Viruses are not capable of reproducing outside of a host cell.

VOLATILITY	A measure of how readily a substance will vaporize.
VOMITING AGENTS	Produce nausea and vomiting effects, can also cause coughing, sneezing, pain in the nose and throat, nasal discharge, and tears.
V-SERIES NERVE AGENTS	Chemical agents of moderate to high toxicity developed in the 1950s. They are generally persistent. Examples are VE, VG, VM, VS, and VX.

References

Biological Effects of Radiation, U.S. Nuclear Regulatory Commission, Office of Public Affairs. *Chemical/Biological Hazard Prediction Program*, Technical Report, DTIC Number AD-BL 63245, 1991.

Chemical and Biological Warfare, An Investigative Guide (For Official Use Only), US Customs Service, Office of Enforcement, Washington, DC 20229.

Disaster Recovery Plan, Bureau of Information Processing, Illinois Department of Transportation, May 2002.

Earthquake Preparedness Plan 2001, Illinois Department of Transportation, Bureau of Operations

Emergency Operations Manual, Illinois Department of Transportation, Division of Highways September 2002.

Glossary of Terms in Nuclear Science and Technology, America Nuclear Society, 1986.

Hazardous Material Workshop for Law Enforcement, student manual from the Emergency Management Institute, Federal Emergency Management Agency.

Illinois Title 92: Transportation Chapter 1: Illinois Department of Transportation

Illinois Emergency Operations Plan, Illinois Emergency Management Agency May 2001.

Nuclear Terms Handbook, U.S. Department of Energy, Office of Nonproliferation and National Security, 1996.

Proliferation of Weapons of Mass Destruction, Assessing the Risk, Office of Technology Assessment, US Congress, OTA-ISC-559.

Weapons of Mass Destruction Terms Handbook, Defense Special Weapons Agency, DSWA-AR-40H, 1 June 1998.

Duty Officer Manual, Appendix A, Illinois Department of Transportation

Nuclear Reactor Concepts, U.S. Nuclear Regulatory Commission, May 1993.

North American Emergency Response Manual, U.S. Department of Transportation, Transport Canada, Secretariat of Transport and Communications, 1996.

Index

A	
ACETYLCHOLINESTERASE.....	34, 36
ACTIONS.....	1, 6, 7, 27, 34
AEROSOL	34, 35, 36
AGENTS	4, 6, 9, 34, 35, 36
ANTIBIOTIC	34
ANTISERA	34
ATROPINE	34

B	
BACTERIA.....	34, 36, 37
BIOCHEMICALS	34
BIOLOGICAL	
INDICATORS	9, 10, 34
BIOLOGICAL WARFARE	34
BIOLOGICAL WARFARE AGENTS.....	34
BIOREGULATORS.....	34
BLISTER AGENTS	34
BLOOD AGENTS	34
BOMB THREAT	12, 13, 20
BRIDGE	7, 11
BROWNOUT.....	24

C	
CASUALTY (TOXIC) AGENTS	34
CAUSATIVE AGENT	34
CHEMICAL AGENT.....	35, 36, 37
CHEMICAL INDICATORS	9, 15
CHOKING AGENTS.....	35
CIVIL DISTURBANCE	7, 17
CONTAGIOUS.....	35
CRIME	5, 7, 18
CULTURE.....	35
CUTANEOUS.....	35

D	
DECONTAMINATION.....	7, 35
DOSE	10, 26

E	
EARTHQUAKE.....	7, 19, 36, 39
EMERGENCY .	1, 3, 9, 14, 19, 21, 22, 25, 27, 32
EVACUATION	20
EXPLOSIVES	6, 7, 12

F	
FIRE	7, .8, 9, 11, 12, 14, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25
FLOOD.....	7, 22, 35
FUNGI.....	35

G	
G-SERIES NERVE AGENTS.....	35

H	
HAZARDOUS MATERIALS.....	14, 23
HOST.....	35, 36, 37

I	
ILLINOIS DEPARTMENT OF	
TRANSPORTATION	1, 2, 8, 11, 14, 17, 22, 27
ILLINOIS EMERGENCY MANAGEMENT	
AGENCY.....	9, 22, 25, 27
ILLINOIS STATE POLICE	1, 14, 25
INCAPACITATING AGENT	35
INCAPACITATING AGENTS.....	35
INCENDIARY	7
INDUSTRIAL AGENTS	6, 36
INFECTIOUS AGENTS	36
INFECTIVITY	36
ISP-ILLINOIS STATE POLICE	14, 25

L	
LINE-SOURCE DELIVERY SYSTEM	36, 37
LIQUID AGENT	36

M	
MICROORGANISM.....	36, 37
MYCOTOXIN.....	36

N	
NEBULIZER.....	36
NERVE AGENTS	36
NONPERSISTENT AGENT.....	36
NUCLEAR	7, 25, 39

O	
ORGANISM.....	34, 35, 36, 37
ORGANOPHOSPHOROUS COMPOUND....	36

P	
PARASITE	36
PATHOGEN.....	36, 37
PATHOGENIC AGENTS	36
PERCUTANEOUS AGENT	37
PERSISTENT AGENT	37
POINT-SOURCE DELIVERY SYSTEM..	36, 37
POWER FAILURE	7, 24
PROTECTION	18, 37

R

RADIATION.....	26
RADIOLOGICAL.....	1, 6, 7, 9, 25, 26
RADIOLOGICAL INDICATORS.....	9, 26
ROADWAY ACCIDENT.....	7
ROUTE OF EXPOSURE (ENTRY).....	37

S

SEVERE WEATHER.....	7, 22
SINGLE-CELL PROTEIN.....	37
SPORE.....	37

T

TERRORISM.....	1, 4, 5
----------------	---------

TERRORIST.....	1, 4, 5
TOXICITY.....	35, 37, 38
TOXINS.....	37

V

VACCINE.....	37
VAPOR AGENT.....	37
VECTOR.....	37
VENOM.....	37
VIRUS.....	37
VOLATILITY.....	38
VOMITING AGENTS.....	38
V-SERIES NERVE AGENTS.....	38